



County of Los Angeles  
DEPARTMENT OF CHILDREN AND FAMILY SERVICES

425 SHATTO PLACE - LOS ANGELES, CALIFORNIA 90020

(213) 351-5602

ANITA M. BOCK  
Director

October 11, 2001

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Board of Supervisors

GLORIA MOLINA  
First District

YVONNE BRATHWAITE BURKE  
Second District

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Third District

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Fifth District

Dear Supervisors:

**AGREEMENT FOR TRAINING, EDUCATION, AND MANAGEMENT SKILLS (TEAMS)  
BY AND BETWEEN THE COUNTY OF LOS ANGELES AND THE  
REGENTS OF THE UNIVERSITY OF CALIFORNIA  
(ALL SUPERVISORIAL DISTRICTS)  
(3 VOTES)**

**IT IS RECOMMENDED THAT YOUR BOARD:**

1. Approve and instruct the Mayor to sign the attached Agreement with the Regents of the University of California to provide Training, Education, and Management Skills (TEAMS) training to foster parents and health and child welfare professionals from the effective date of execution by the Board of Supervisors through September 30, 2004, with a maximum annual contract sum of \$236,646 and a maximum three (3) year contract sum of \$709,938. Funding sources of the \$236,646 are 53.65% Federal, 33.14% State, and 13.21% County. The Contractor will provide an in-kind match of \$78,882 for each year of the Agreement. Execution of the attached Agreement by the Mayor and the Regents of the University of California will effectively terminate Agreement No. 71791 and all amendments thereto.
2. Delegate authority to the Director of the Department of Children and Family Services (DCFS), or her designee, to execute amendments to increase the contract sum of the Agreement up to ten percent (10%) above the original maximum annual contract sum in order to accommodate any anticipated increase in services, provided that sufficient funds are available and subject to County Counsel and Chief Administrative Office (CAO) approval.

### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

The purpose of the recommended action is to allow the Regents of the University of California to provide training, education, and management skills, through Project TEAMS, to foster parents and health and child welfare professionals who provide services to infants that are pre-natally exposed to drugs and alcohol and are under the care of DCFS. The majority of training will be provided by staff from the Department of Pediatrics at the University of California, Los Angeles (UCLA), and DCFS will provide some training as well.

### **Implementation of Strategic Plan Goals**

The recommended actions are consistent with the principles of the Countywide Strategic Plan by increasing access to training for foster parents and relative caregivers (which is consistent with Goal #1-Service Excellence, Strategy #1-Develop Standards for User Friendly Service, and Goal #5 Children and Families Well-Being), which will coordinate, collaborate and integrate services for children and families across functional and jurisdictional boundaries.

### **FISCAL IMPACT/FINANCING**

The Maximum Contract Sum for the three (3) year term of this Agreement is \$709,938. The Maximum Annual Contract Sum for each year of this Agreement is \$236,646. In addition, the Contractor will provide an in-kind match of \$78,882 annually for a total of \$236,646 for the three (3) year term of this Agreement.

The annual cost of \$236,646 is reimbursed by 53.65% Federal Title IV-E funds (\$126,961), 33.14% State funds (\$78,424), and 13.21% County cost (\$31,261). In addition there is an in-kind match from the Contractor which equals 33.33% of the annual cost of the Agreement (\$78,882). The funding for the Agreement is included in the Department's Fiscal Year 2001-2002 Adopted Budget.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

Project TEAMS is a training approach developed by UCLA, based upon a successful pilot project, that provides two didactic training sessions per year. Each didactic training session is followed by a six-month clinical practicum, during which community-based teams of Children's Social Workers (CSWs) and Public Health Nurses (PHNs) provide

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joint casework services to pre-natally substance-exposed infants in out-of-home placements. Two groups of trainees are accommodated by this training schedule. UCLA has provided this team collaboration training to DCFS staff for approximately ten years.

The current Agreement No. 71791 was amended to extend the Agreement's expiration date of September 30, 2001 to March 31, 2002, at no additional cost, pursuant to delegated authority granted by the Board to the Director. Agreement No. 71791 and all amendments thereto will be terminated in its entirety upon execution of the attached Agreement by the Mayor and the Regents of the University of California.

The Agreement includes the following provisions: Termination for Improper Consideration; Limitation of County's Obligation due to Non-appropriation of Funds; Notice to Employees Regarding the Federal Earned Income Credit; Former Foster Youth Consideration; Consideration of Hiring County Employees Targeted for Layoff or qualified County employees who are on a re-employment list when filling future vacancies; and Consideration of hiring participants in the County's Greater Avenue for Independence (GAIN) Program who meet Contractor's minimum qualifications. A mutual indemnification provision also has been included in the Agreement, recognizing that both DCFS and Contractor staff will assume certain program development and implementation functions as specified in the Statement of Work of the Agreement. The Agreement also requests the Board to delegate authority to the Director of DCFS, or her designee to execute amendments to increase the contract sum of the Agreement up to ten (10%) above the original maximum annual contract sum in order to accommodate any anticipated increase in services, provided that sufficient funds are available and subject to County Counsel and CAO approval.

The Agreement is in full compliance with all applicable Federal and State regulations and funding requirements. County Counsel and the Chief Administrative Office have reviewed this Board Letter. The Agreement has been approved as to form by County Counsel. The Contractor is in compliance with all Board, CAO and County Counsel requirements.

#### **CONTRACTING PROCESS**

The Code of Federal Regulations 45, Part 74 (Administration of Grants) and California State Department of Social Services Regulation 650.1.14 permit the selection of this Contractor based on non-competitive negotiations. UCLA was selected for recommendation for award of the Agreement in accordance with the aforementioned federal and state policies and regulations.

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The Agreement expressly provides that the County has no obligation to pay for expenditures by the vendors beyond the contract amount. Further, contractor will not be asked to perform services which exceed the contract amount, scope of work, or contract dates.

DCFS has evaluated and determined that the Living Wage Ordinance Program (County Code Chapter 2.201) does not apply to this Agreement for TEAMS training between the County and the Contractor.

### **IMPACT ON CURRENT SERVICES**

This Agreement allows UCLA to continue to provide specialized training to increase and enhance the quality of care provided to vulnerable drug and alcohol exposed infants by health, child welfare professionals, and foster parents. Annually, this Agreement provides training for up to 120 CSWs, PHNs, early intervention workers, drug treatment counselors, and other professionals who provide services for children with prenatal alcohol and/or other drug exposure.

UCLA has previously provided training, education and management skills that have addressed the complex medical, developmental, environmental and physical care needs of infants pre-natally exposed to drug and alcohol. The training previously provided by UCLA has received continued positive results and responses from participants, which include DCFS Social Workers, PHNs, Pediatricians and foster parents.

### **CONCLUSION**

Upon execution by the Board of Supervisors, it is requested that the Executive Officer/Clerk of the Board of Supervisors send an executed copy of the Agreement to the following:

1. Department of Children and Family Services  
Contract Management Services  
425 Shatto Place, Room #205  
Los Angeles CA 90020  
Attn: Armand Montiel, Interim Manager

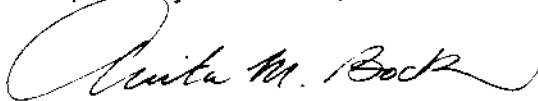
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2. UCLA Office of Contract and Grant Administration  
10920 Wilshire Boulevard, Suite 1200  
Los Angeles, CA 90024-1406  
Attn: Breck Hill, Contract and Grant Officer
3. Office of the County Counsel  
Advice and Litigation  
201 Centre Plaza Drive  
Monterey Park, CA 91754-2143  
Attn: Micheline Ruben, Deputy County Counsel
4. Department of Children and Family Services  
Training Section  
10355 Slusher Dr. Suite 1  
Santa Fe Springs, CA 90670  
Att: Phil Moser, Director of Training/Program Manager

Respectfully submitted,



ANITA M. BOCK  
Director

AMB:EH:  
AM:SN:NR

Attachments

- c: Chief Administrative Officer  
County Counsel  
Executive Officer, Board of Supervisors  
Auditor-Controller